

Letter of Interest for Part-Time Position

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip]

[Email Address]

[Phone Number]

[Employer's Name]

[Company's Name]

[Company's Address]

[City, State, Zip]

Dear [Employer's Name],

I am writing to express my interest in the part-time [Job Title] position listed on [where you found the job posting]. With a background in [Your Previous Field] and a strong desire to transition into [New Field/Industry], I believe my diverse skill set and experience make me a suitable candidate for this role.

Throughout my career, I have developed [mention any relevant skills or experiences], which I believe will be beneficial in meeting the demands of this position. I am especially drawn to [Company's Name] because of [specific reason related to the company or its values].

I am eager to bring my [positive attributes or skills] to your team while also gaining valuable insight and experience in [New Field/Industry]. I am available for part-time work and can adapt my schedule to accommodate the needs of your organization.

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you.

Sincerely,

[Your Name]